



## Special Projects Fellow

### *General Fellowship Requirements*

- Ability to commit to 10-15 hours per week during the Fall, Winter, and Spring Terms
- Flexible schedule to include evenings and weekends
- Must be a senior or graduate level Dartmouth student
- Demonstrated commitment to diversity and inclusion and serving the needs of a diverse population.

The Hop Special Projects Fellow works with the Manager of Fellowships and Strategic Initiatives to undertake a project of the fellow's own choosing. Projects can be creative or research based, but must center itself strongly in the arts regardless. Examples of previous projects include: planning and executing an arts career festival, producing and presenting a performance art piece, filming a documentary, or researching the history of the arts at Dartmouth. The Special Projects Fellow is also expected to be an active member of the Fellows Cohort, helping to plan and execute the annual Fellows arts event and attend weekly Cohort meetings.

### *Position Specific Requirements:*

- Candidate should have exceptional verbal, face-to-face and written communication skills, and research skills
- Strong planning and organizational skills
- Self-motivated
- Strong research acumen
- Demonstrates leadership skills and work both independently and with a team
- An inquisitive, creative mindset
- Strong attention to details and punctual
- Comfortable with various research methodologies
- Experience in research and database management is desirable but not required
- Tech savvy